



STATE OF ARKANSAS  
**Department of Finance  
and Administration**

OFFICE OF STATE PROCUREMENT  
**Marketing and Redistribution**  
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Thank you for your interest in buying from DFA – Marketing & Redistribution. The purpose of Marketing & Redistribution is to return money to the State by selling goods that were previously purchased for use by State Agencies.

Please complete the attached form and return it with certification/verification from the appropriate city, county or state agency that you derive at least fifty percent (50%) of your revenue by appropriation from a taxing jurisdiction. A copy of the law authorizing the appropriation will also be accepted as proof. Applications will not be approved based solely on information on the application without appropriate verification. Not for profit organizations do not qualify.

Upon receipt and verification of the application, your institution and the individuals you have authorized will be placed on the list of authorized buyers at Marketing & Redistribution. You will be notified within fifteen (15) working days of our decision. A hard copy of the application with original signature(s) must be mailed to the above address. Electronic signatures are not acceptable.

Please be aware that gifts or gratuities of any kind or nature, regardless of value are not acceptable.

Thank you for your interest in Marketing & Redistribution. It will be our pleasure to do business with you.

Sincerely,

*David Justice*

David W. Justice  
Manager

DWJ/lkw